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## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training

FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activities Report #25

DATE: 25 June 1956

I. SIGNIFICANT ITEMS: NoneII. OTHER ITEMS:

1. Continuing a program of briefing division administrative officers on OTR planning factors, [ ] 25X1  
[ ] Chief of Administration, WE-DD/P, for this purpose.
2. [ ] 25X1  
[ ] has completed a draft of an Agency Regulation (Proposed 25X1  
[ ] to replace the present Agency Notice [ ] de-  
fining the Agency 5% policy. The draft regulation incorporates  
a reporting procedure for use in compiling a quarterly report on  
Agency training to the DCI. The draft has been coordinated, in-  
formally, and will receive formal concurrence on Friday or Monday,  
permitting immediate publication. The reporting procedure will 25X1  
be effective on 31 July 1956.
3. [ ] 25X1  
[ ] accompanied the DTR during his briefing of [ ]  
[ ] Chief, NEA-DD/P, and Staff on matters relative to the DTR's  
trip to field installations.
4. All comments on proposed [ ] Entrance-on-Duty Training, 25X1  
have been received except those of the DD/P. Those components  
whose comments have been received concur generally in the regula-  
tion as drafted by OTR.
5. The Staff prepared drafts of revisions to OTR Regulation 1-1,  
mission and organization of OTR, and of an OTR Notice announcing  
the reorganization of the OTR Schools.
6. [ ] 25X1
7. A draft has been completed of OTR's participation in [ ] 25X1  
[ ] to be held 20-26 July by all government agencies.
8. Chief, FPS, attended a meeting of the ID/P Materiel Board on  
Wednesday, 20 June.

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9. A meeting was held on 19 June with the DDI/TLO's. [ ] 25X1  
 Chief of the new Intelligence School, discussed the recent merger of the Basic and Intelligence Schools in OTR. It was pointed out that although plans for the new school are still tentative, the merger of the two schools has resulted in a broader capability to offer more variety and also more specialized courses for the benefit of DD/I. [ ] spoke briefly 25X1  
 on the new School of International Communism and the USSR and the training programs planned for this school. [ ] also 25X1  
 discussed the recommendations proposed in the recent staff study on the "5% training policy" with the DDI/TLO's, particularly the system of reporting the training programs conducted by components of the DD/I.
10. In a recent DD/S Staff Meeting the DD/S emphasized that all funds to be obligated to approved projects prior to 1 July should be obligated as expeditiously as possible in view of existing surpluses. In this connection the Assistant DD/S was asked to determine the status of PRC action on improvements to [ ] 25X1  
 facilities. DD/S further urged that all space requirements which may arise between now and such time that the new building will become available be inventoried in order that the Office of Logistics can deal with space allocation on a systematic rather than a piece-meal basis.
11. [ ] of the DD/S Staff was briefed on Friday, 15 June, on the following topics:

  - a. Status of hot-war planning in the Far East;
  - b. Hot-war planning requirements;
  - c. Potential support which [ ] might give to the training effort; 25X1
  - d. [ ] use of the training support guide in cold-war training;
  - e. Training representation in the field;
  - f. Referral to AO/OS/TR to discuss present procedures for field stations obtaining instructional materials and for a review of current and past requests for instructional materials from that area.
12. [ ] attended a meeting of the Glandestine Services Planning Board (Support Committee) on Tuesday, 19 June. Members of the Committee were asked to review present [ ] 25X1  
 series with a view toward determining appropriate modifications

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